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Agenda Date: 1/24/2017

Agenda Placement: 6K

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** James Newman, Geologist/Environmental Engineer - 259-8331

**SUBJECT:** Jail Security System Maintenance & Upgrade Project, PW11-04B - Approval of Contract Change Order

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### **RECOMMENDATION**

Director of Public Works requests approval of a construction contract change order for the "Jail Security Maintenance and Upgrade Phase II Project," PW 11-04B, in accordance with Public Contract Code Section 20136 (c) for an amount not to exceed \$150,075 for the installation of a 641 TB Video Camera Server Storage Array and for the Director of Public Works to execute the change order documents. (4/5 vote required)

### **EXECUTIVE SUMMARY**

The Board awarded a contract for the "Jail Security System Maintenance and Upgrade Project", PW 11-04B, Phase II to Status Electrical Corporation on March 8, 2016 for the amount of \$1,794,300. Specifications for this original contract included 3 months of video storage capacity because at the time cost to have the preferred 1 year of in-house storage was too high. Since then, costs have dropped significantly and approval of a \$150,075 contract change order is requested to add the additional digital storage capacity.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Program budget - Fund 3000, Subdivision 30005-02, Program 11010, Jail Security System
Is it Mandatory or Discretionary?	Discretionary

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Discretionary Justification:	This project will allow one year of video storage capacity at the Napa County Jail as required by State Law. When this project was first proposed in 2011, storage costs were prohibitive and the project was designed for 3 months of storage with tape archiving to be contracted out. The cost of digital storage has gone down significantly and it is now more cost effective to expand storage onsite rather than to hire ongoing pickup and archiving with an outside vendor.
Is the general fund affected?	No
Future fiscal impact:	A reduction of future costs is expected since outside vendors will not be needed to transfer and store audio/video data periodically offsite. An annual contract for service will be needed to maintain the Jail's security system regardless of this change order.
Consequences if not approved:	A minimum of one year of storage is required regardless of approval. Without approval, other methods of storage will be contracted out to outside contractors or a separate project will be required to archive hundreds of terabytes of data annually.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

On November 11, 2011 the Board approved a contract for the design of the "Jail Security System Maintenance and Upgrade Project", PW 11-04, which involves replacement of controllers, cameras, and intercoms that are critical to the operation of the Jail and are near the end of their useful life. The project was bid in two phases, the first involving the preparation of a few rooms by installing emergency power, adding electrical conduit, adding cooling, and reconfiguring walls. The first phase is finished.

On March 4, 2016, a contract was signed with Status Electrical Corporation for \$1,794,500 to complete the second phase of the project, PW 11-04B. Work started in late June 2016 and is expected to be completed by the end of calendar year 2017.

State law requires one (1) year of audio/visual data to be archived per California Government Code 34090.6. The current configuration for the Security Upgrade Project has 3 months of storage onsite with plans for outside contractors to transfer data to tapes and to archive the tapes offsite. Due to significant reduction of costs of electronic storage since the design of the system, it is now less expensive to increase data storage capacity onsite rather than hire outside contractors to transfer and store data offsite. The cost to expand the system is within the original budget approved by the Board for the project and the project is still within the total budget. An estimate of the additional storage required was completed based on typical Jail requirements and the proposed change order is expected to provide one year of storage. Some adjustment may be required once the new system is activated. The system will require ongoing maintenance, and as such, the Corrections Department will execute a service contract for system maintenance prior to the expiration of the warranty period.

The proposed change order of \$150,075 exceeds the amount that Public Contract Code Section 20142 allows the Director of Public Works to authorize for this project. Pursuant to Public Contract Code 20136, the Board can authorize change orders (1) via authority delegated pursuant to Public Contract Code 20142 (PCC 20136(a)), (2) by terms set forth in a contract (PCC 20136(b)), or (3) by order adopted by two-thirds of the Board and consented to by the Contractor.

Staff recommends the Board approve the subject change order.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula